

FORM LM-30

LABOR ORGANIZATION OFFICER AND EMPLOYEE REPORT

Form approved
Office of Management
and Budget
No 1215-0188
Expires 11 30-2006

This report is mandatory under P L 86-257 as amended Failure to comply may result in criminal prosecution fines or civil penalties as provided by 29 U S C 439 or 440

For Official Use Only



READ THE INSTRUCTIONS CAREFULLY BEFORE PREPARING THIS REPORT

1 File Number U <u>254/36</u>	2 Fiscal Year Covered From <u>1 / 1 / 05</u> Through <u>12 / 31 / 05</u>
3 Name and address of person filing Name <u>Floyd D. Alsop</u> P O Box Bldg Room No if any <u>B-70</u> Street <u>2670 Marilee</u> City <u>Houston</u> State <u>Texas</u> ZIP Code + 4 <u>77057</u>	4 Name file number and address of labor organization Name <u>Plumbers Local Union #68</u> Labor Organization File Number <u>039449</u> P O Box Building and Room Number if any <u>P.O. Box 8746</u> Street <u>502 Link Road</u> City <u>Houston</u> State <u>Texas</u> ZIP Code + 4 <u>77249</u>
5 Position in labor organization <u>Officer, Examining Board</u>	

Enter appropriate data below if during the past fiscal year you or your spouse or minor child directly or indirectly had any of the following interests (except as specified in the exclusions set forth in the instructions)

A Held an interest in engaged in transactions (including loans) with or derived income or other economic benefit of monetary value from an employer whose employees your organization represents or is actively seeking to represent	
6 Name and address of Employer (including trade name if any) Name <u>Plumbers Local Union #68</u> Trade Name if any P O Box Bldg Room No if any <u>P.O. Box 8746</u> Street <u>502 Link Road</u> City <u>Houston</u> State <u>Texas</u> ZIP Code + 4 <u>77249</u>	7 a Nature of Interest, Transaction or Income <u>Reimbursement for expenses for taking photographs at Union Event.</u> 7 b Amount <u>\$103.00</u>

Signature

Floyd D. Alsop

15 Signature and verification The undersigned declares under penalty of Perjury and other applicable penalties of the law that all of the information submitted in this report (including the information contained in any accompanying documents) has been examined by the signatory and is to the best of the undersigned's knowledge and belief true correct and complete (See the section on penalties in the instructions)

Signed

Floyd D. Alsop

On

4-9-06

Date

Telephone Number

713 952 3201

Name of Person Filing	File Number U
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B Held an interest in or derived income or economic benefit with monetary value from a business (1) a substantial part of which consists of buying from selling or leasing to or otherwise dealing with the business of an employer whose employees your labor organization represents or is actively seeking to represent or (2) any part of which consists of buying from or selling or leasing directly or indirectly to or otherwise dealing with your labor organization or with a trust in which your labor organization is interested

8 Name and address of Business (including trade name if any) Name _____ Trade Name if any _____ P O Box Bldg Room No if any _____ Street _____ City _____ State _____ ZIP Code + 4 _____	9 Business deals with <input type="checkbox"/> Labor Organization <input type="checkbox"/> Trust <input type="checkbox"/> Employer
10 If 9 b or 9 c. is checked give trust or employer's name Name _____ Trade Name if any _____ P O Box Bldg Room No if any _____ Street _____ City _____ State _____ ZIP Code + 4 _____	11 a Nature of such dealing <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
	11 b Approximate dollar value of such dealing <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
	12 a Nature of interest held or income received <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
	12 b Amount <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

C Received from any employer (other than an employer covered under parts A and B above) or from any labor relations consultant to an employer any payment of money or other thing of value

13 a Name and address of Employer or Labor Relations Consultant (including trade name if any) Name _____ Trade Name if any _____ P O Box Bldg Room No if any _____ Street _____ City _____ State _____ ZIP Code + 4 _____	14 a Nature of payment <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
13 b Is the Business an Employer or Consultant ? <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	14 b Amount of payment <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

Duties The primary purpose of this position is to perform duties in formulating and executing the U S Army Cadet Command s operating budget In addition the incumbent performs manpower management for Battalion/Brigade Civilian Personnel and general administrative duties to facilitate the work of geographical region support Consolidates budget estimates for projected annual operating expenses for the Region into proper format for submission to higher echelon Checks the accuracy of obligation documents and continually updates records of status of funds for the specific Region s funds in support of the Senior and Junior ROTC accounts Coordinates the timely submission of budget estimates by specific ROW Brigades Battalions or JROTC High School Units and staff officials within Cadet Command Reviews guidelines

Persuades managers to revise estimates which do not conform to established guidelines Prepares all forms and documents required to transmit the Region s annual budget request to higher echelon Consolidates budget estimates and organizes budget data according to various categories based on the DA approved Cost Model for ROTC Adjusts figures in budget accounts to reflect changes in the type and amount of funding approved Determines the percentage difference of amounts requested by comparison against prior year expenditures and crosschecks the overall accuracy of total estimates Provides information and guidance to managers and staff officials on procedures forms and documentation required to support budget estimates and requests Notifies managers of new or revised guidelines for the preparation of estimates

Reviews documents such as purchase requests work orders Intra-service support agreements Invitational Travel Orders and travel orders to assure agreement of budgetary account codes and dollar amounts and compliance with regulations and procedures Compares work orders travel orders purchase requests and other documents requiring the expenditure of funds to assure that funds are available Adjusts account balances to reflect expenditures within the automated database Commitment Accounting System to include changes in allotments and other actions which change the amount of funds available in accounts Prepares recurring and special reports on specific areas of the budget These include but are not limited to status of funds in the various accounts Performs management assistant duties to personnel

Work requires a practical knowledge of the purposes methods and techniques of budget analysis and the functions processes products and similar features of the Budget Sections output matching personnel resources to dollar resources Monitors the management of records/files in the Budget Section using MARKS Using knowledge of records management regulations ensure material is filed properly labeled properly and disposed of properly Conducts studies to advise on most efficient ways of setting up and maintaining files Performs complete studies of clerical operations or portions of studies of the two grade interval work to determine manpower and dollar requirements and to justify these requirements to higher authority Maintains financial documentation receives and distributes documentation structure

Prepares recommended financial documents for submission to authorizing authorities Studies administrative processes of the Budget Section May perform a complete study of clerical processes or portions of a study of substantive work of the Budget Section or its components Make recommendations for improvements Uses a variety of computer software to produce work products This includes word processing spread sheet and data base programs

Qualification Requirements MINIMUM QUALIFICATION REQUIREMENTS The following summarizes the qualification standard for this position found in the operating manual which is published by the Office of Personnel Management You may review this operating manual in its entirety by visiting your local Civilian Personnel Advisory Center (CPAC)